



## **BOARD OF HEALTH MEETING MINUTES**

### **Tuesday, January 26, 2021**

#### **BOARD MEMBERS:**

Georgia Hanigan, Commissioner, Payette County – present  
Nate Marvin, Commissioner, Washington County - present via Zoom  
Lyndon Haines, Commissioner, Washington County (pending confirmation) - present  
Tom Dale, Canyon County – present via Zoom  
Keri Smith, Commissioner, Canyon County (pending confirmation) - present  
Kelly Aberasturi, Commissioner, Owyhee County – present  
Viki Purdy, Commissioner, Adams County – present  
Sam Summers, MD, Physician Representative – present  
Bryan Elliott, Commissioner, Gem County - present

#### **STAFF MEMBERS:**

Nikki Zogg, Katrina Williams

Via Zoom: Doug Doney, Troy Cunningham, Clay Roscoe, Ashley Anderson, Rachel Pollreis, Carol Julius, Jaime Aanensen

**GUESTS:** Incoming Board of Health members Keri Smith and Lyndon Haines currently pending confirmation; 2 members of the public attending in person; Guests viewing live stream via SWDH YouTube page.

Guests Via Zoom: Jordan Zwygart, Zwygart John and Associates

#### **CALL THE MEETING TO ORDER**

Chairman Elliott called the meeting to order at 10:04 a.m.

#### **ROLL CALL**

Kelly Aberasturi – present; Dr. Summers - present; Chairman Elliott – present; Commissioner Dale – present via Zoom; Commissioner Hanigan – present; Commissioner Marvin – present via Zoom; Commissioner Purdy – present; Commissioner Haines – present; Commissioner Smith - present

#### **APPROVAL OF AGENDA**

Board members reviewed the agenda. Nikki requested an addition of an informational item to her Director's Report to provide a legislative update.

**MOTION:** Dr. Summers moved to accept the agenda with the addition of the informational item. Commissioner Purdy seconded the motion. All in favor; motion carries.

#### **APPROVE DECEMBER 15, 2020 BOARD OF HEALTH MEETING MINUTES**

Board members reviewed the December 15, 2020 Board of Health meeting minutes. Dr. Summers asked that the minutes be edited to reflect that board members with the exception of himself do not support a mask mandate.

**MOTION:** Dr. Summers moved to accept the minutes with the amendment requested. Commissioner Hanigan seconded the motion. All in favor; motion carries.

## **OPEN DISCUSSION**

Commissioner Purdy asked for clarification on several items closures of pools, guidance for vaccinations, business guidelines, and the recent decision by Idaho Association of District Board of Health (IADBH) to expend funds for a lobbyist to the legislature.

Nikki addressed the IADBH decision to secure a lobbyist and explained that currently there are several issues in front of the Legislature that could potentially impact the health districts. The district directors asked the Executive Council to consider providing support through lobbyist services to advocate for what public health districts do across the state and ensure legislators are aware that public health has other duties and responsibilities that could be impacted by legislation that may be focused on a single issue such as COVID-19 response.

Nikki also discussed guidelines available for businesses. Since the onset of the pandemic, SWDH staff have been available to provide guidance to schools, restaurants, business, local government agencies, long-term care facilities, detention facilities, event coordinators, churches, and other agencies at their request.

Board members discussed individual business owners' interpretations of guidance versus mandates. Commissioner Smith expressed her gratitude for the guidance SWDH provided to Destination Caldwell when she served as CEO. The organization added businesses and held successful events using the guidance provided by SWDH staff. Commissioner Smith commended Nikki and her team for their availability and guidance as Destination Caldwell staff worked through health concerns and figured out how to maintain the best interest of the overall health of the community and still provide safe opportunities for people to gather.

Board members also discussed including updates on other SWDH programs in addition to COVID-19 response efforts. Nikki will work to ensure that subsequent board agendas include updates. She also explained that last year we began our strategic planning review and revision process and that was delayed as we shifted resources to the response. We are still working to transition staff over to those regular duties again.

## **COVID-19 SITUATION UPDATE**

Jaime Aanensen provided an update on the COVID-19 response. Staff are working closely with Eugene from High Focus to work to operationalize the pandemic response. Currently, SWDH has 20 Idaho National Guard (ING) members onsite helping manage investigations, testing demands, and the vaccination process. Demands for testing have decreased but are consistently full conducting between 15 and 25 tests per day.

Staff are receiving over 200 emails a day with inquiries regarding vaccine information. Sam Kenney is working with partner relationships to develop a vaccine distribution plan. These partners will have the ability to do administer up to 20,000 vaccine doses a week; however, we do not have the vaccine allocation to support that level.

Staff are also working with certain populations with limited access to healthcare. A strike team with ING members will be put together to go to rural areas to assist with vaccine distribution so those with limited access or limited transportation do not have to travel as far. In addition, vaccine is expected to be available in pharmacies, rural hospitals and clinics and at other health care provider locations.

Sam Kenney explained that when the availability for vaccine opens up to the senior population of 65 and older it is estimated to take six to eight weeks to vaccinate the whole group in Region 3. This assumes that we receive 3,000 vaccine doses per week and anticipate an increase of 3 – 10% per week. We are not expecting 100% of our 46,000 seniors to be interested in receiving the vaccine.

### **SWDH COVID-19 HEALTH ALERT LEVEL UPDATE**

Nikki asked the board members to consider not requiring an action item each month for the health alert level update. Nikki explained that while developing metrics and trying to explain risk for exposure in community settings, SWDH staff worked with peers across the districts to establish similar measures. Other districts use similar measures but those measures may not be exact district to district. Despite these differences, comparing health alerts from other districts next to one another would likely yield a similar result in evaluation of risk and the mitigation strategies suggested.

Commissioner Purdy presented information from the Idaho Office of Emergency Management's influenza pandemic response plan. She asked that rather than develop our own response plan that SWDH follow the one already in place. She asked SWDH to follow the influenza pandemic response plan guidelines rather than develop new ones.

Commissioner Aberasturi provided input suggesting Board members wait and review the dashboard information in a month.

**MOTION TO APPROVE:** Commissioner Purdy made a motion to reevaluate the use of the SWDH COVID-19 Health Alert Levels next month. Commissioner Aberasturi seconded the motion. All in favor; Motion passes.

### **INTRODUCTION OF NEW EMPLOYEES**

Division administrators introduced new employees.

### **DECEMBER 2020 EXPENDITURE AND REVENUE REPORT**

Troy provided a summary of the December 2020 Expenditure and Revenue Report.

### **BUDGET ADJUSTMENT REQUEST**

Troy Cunningham discussed new funding opportunities that have come available due to new sub-grant activities that we were not aware of during creation of the Fiscal Year 2021 budget we created last March and April. At this point, Troy does not need an increased spending authority for these grants. A good chunk of these grants do not end on 6/30/2021. Nearly all of the new sub-grants will extend into the next fiscal year.

Board members discussed whether there are any requirements for these sub-grants and asked for further information breaking down the source of grants and activities built into them.

### **APPROVAL OF FEE SCHEDULE CHANGES**

Carol Julius presented two fee schedule changes. The first fee request is administration fee for COVID-19 vaccine. Kelly Aberasturi asked for clarification of administration fee. Carol clarified that this fee pays for administration of the vaccine.

Nikki explained that the administration fee gets paid by the public or private insurance provider. Contract funds cover the administration cost for uninsured clients.

**MOTION:** Dr. Summers made a motion to accept the administration fees of \$20 for the first dose and \$35 for the second dose administration fee for COVID-19 for both Pfizer and Moderna. Commissioner Aberasturi seconded the motion. All in favor; motion passes.

Carol presented the second fee request. Medicaid is now providing reimbursement for a home visit encounter at \$250.12 per home visit.

This fee was calculated by a statewide task force that reviewed the expenses and time spent with families across the health districts. These services are targeted toward underprivileged individuals that are identified using a screening process prior to qualifying the families.

**MOTION:** Commissioner Aberasturi made a motion to accept the Medicaid reimbursed encounter rate as presented at \$250.12. Dr. Summers seconded the motion. All in favor; motion passes.

### **AUDIT REPORT**

Jordan Zwygart presented a summary of the audit report. He explained that all findings from previous years have been remedied. Jordan explained that financials accurately reflect the financial position of the organization.

### **IDAHO ASSOCIATION OF DISTRICT BOARDS OF HEALTH (IADBH) EXECUTIVE COUNCIL UPDATE**

To help educate legislators on what public health districts do, the IADBH Executive Council voted to hire Michael Kane as a lobbyist for the districts for a three-month period at a cost of \$5,000 per month. The IADBH conference office budget has sufficient funds to cover those expenses in its account. At this time there, will not be a charge back to the individual districts for these lobbyist services.

Michael Kane is working hand-in-hand with all the pertinent legislators on the Senate and House side to work with the chairmen of those particular committees to draft some bills and be proactive to present some changes that would be acceptable and beneficial to the health districts as they seek to perform their duties. Once these are published they will be available to the public.

Commissioner Purdy commented that Adams County opposed spending health district dollars for lobbyist purposes.

The decisions made at the legislative level will impact all seven health districts across the state with the increased legislative attention focused on the health district. Mike Kane's experience working with health districts will be helpful to educate those legislators.

### **APPOINTMENT OF TRUSTEE AND EXECUTIVE COUNCIL REPRESENTATIVE(S)**

Nikki Zogg initiated discussion to select a new Idaho Association of District Boards of Health (IADBH) Trustee and Executive Council representative for the SWDH Board of Health. The Trustee by statute only has a function to establish funding formula. The Executive Council's role is more policy focused. The updates Tom Dale routinely provides during Board of Health meetings represent summaries of the Executive Council's decision making between the annual meeting and include testimony development and addressing issues as they might arise in between the annual meeting.

Nikki explained that during the legislative session, the Executive Council meets more frequently. She also clarified that the representatives for the Trustee and the Executive Council can be but does not have to be the same individual according to the IADBH bylaws. Currently, all the public health districts have the same board member that wears both hats.

**MOTION:** Commissioner Aberasturi made a motion to appoint Payette County Commissioner Georgia Hanigan as the Trustee and the Executive Council representative. Dr. Summers seconded the motion. All in favor; motion passes.

### **EMPLOYEE COMPENSATION**

Nikki Zogg provided some history for our newer board members regarding changes in employee compensation. During the last budget setting process, the Board voted to not provide a pay increase to SWDH staff due largely to COVID-19 economic impact uncertainties. On October 8, 2020 the Governor lifted the moratorium on pay increases and on December 30, 2020 the Division of Financial Management (DFM) and Division of Human Resources (DHR) sent out a memo mandating agencies provide a 2% permanent pay increase to 20 targeted positions in the State. Southwest District Health is not a state agency; however, we are under the insurance and payroll umbrella of the state. These 20 positions need

an equity adjustment. Southwest District Health has 21 staff in 7 of those positions included in the list of 20 positions requiring equity adjustments.

Nikki did not follow the mandate because Board members had not approved increases. Other factors in her decision include that SWDH brings staff on at a higher rate than the minimum starting wage and singling out 21 people to receive pay increases did not seem to represent the efforts of the rest of our staff who are still with us, having been through a very tough year and are very deserving of an increase.

Division of Human Resources, in their annual report, recommended a two-percent, merit-based, change in employee compensation and the Governor has included a 2% merit-based change in employee compensation in his recommendation to the legislature. The state appropriation provides approximately 16-18% of our annual budget.

Nikki provided this update to bring Board members up to speed and explain where we are today with employee compensation preparing for the upcoming FY22 budget request.

## **DIRECTOR'S REPORT**

### **Legislative Update**

Nikki provided board members with a brief legislative update prepared by Kelli Brassfield at Idaho Association of Counties (IAC).

### **Public Health Districts' Budget Request to JFAC**

Nikki presented the budget request that the seven public health districts had submitted for the state appropriation. Jared Tatro from Legislative Services Office (LSO) presents on our behalf with one of the public health directors and a board member to address any questions that may rise.

### **ReadyKamp**

ReadyKamp is a preparedness camp we hold with our youth in our community and usually have 30-40 youth spend a week with SWDH staff to train on emergency response activities. This year the ReadyKamp event will be postponed and is planned to resume next year in summer of 2022.

There being on further business the meeting adjourned at 1:09 p.m.

Respectfully submitted:



Nikole Zogg  
Secretary to the Board

Approved as written:



Bryan Elliott  
Chairman

Dated: February 23, 2021